

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET

E-Mail: BrownCountyCountyBoard@co.brown.wi.us

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF
June 19 - 23, 2017

MONDAY, JUNE 19, 2017

- | | | |
|----------|--|--|
| *3:30 pm | Children With Disabilities Education Board | Syble Hopp School
755 Scheuring Road |
| *4:30 pm | Housing Authority | Room 310, City Hall
100 N. Jefferson Street |

TUESDAY, JUNE 20, 2017

- | | | |
|----------|-----------------------------------|---|
| *4:30 pm | Veterans Recognition Subcommittee | Room 201, Northern Building
305 E. Walnut Street |
|----------|-----------------------------------|---|

WEDNESDAY, JUNE 21, 2017

- | | | |
|-----------|--|--|
| *12:00 pm | Mental Health Treatment Ad Hoc Committee | Board Rm A, Sophie Beaumont
111 N. Jefferson Street |
| *6:45 pm | Executive Committee – <i>Special Meeting</i> | Room 207, City Hall
100 N. Jefferson Street |
| *7:00 pm | Brown County Board of Supervisors | Legislative Room 203, City Hall
100 N. Jefferson Street |

THURSDAY, JUNE 22, 2017

- | | | |
|----------|--|---|
| *8:30 am | Aging & Disability Resource Center – Executive and Finance Committee | ADRC
300 S. Adams Street |
| *9:00 am | Fire Investigation Task Force Board of Directors | Brown County Sheriff's Office
2684 Development Drive |

FRIDAY, JUNE 23, 2017

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

Pursuant to Section 19.84, notice is hereby given to the public:

<p>BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD Monday June 19, 2017 – 3:30PM Syble Hopp School</p>

Call to Order – 3:30 p.m. –

1. Action Item: Approval of May 2, 2017 Board Minutes
RECOMMENDED MOTION: That the minutes from the May 2, 2017 Board meeting be approved.
2. Action Item: Approval of Agenda
RECOMMENDED MOTION: That the agenda for today's meeting be approved.
3. Action Item: Donations
RECOMMENDED MOTION: That this month's donations be approved.
4. Action Item: Payment of Bills
RECOMMENDED MOTION: That the payment of the bills be approved.
5. Action Item: Financial Report
RECOMMENDED MOTION: That the financial report be accepted.
6. Action Item: Board Meeting Schedule 2017-18
RECOMMENDED MOTION: That the Board Meeting schedule for the 2017-18 school year be approved.
7. Action Item: Staffing
RECOMMENDED MOTION: That the contract for Kristen Kwaterski to fill the 1.0 vacant Occupational Therapy position for the 2017-18 school year be approved.
8. Discussion Item: Administrators' Report
9. Discussion Item: Parent Organization Report
10. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute 19.85 (1) (c), to discuss sick leave escrow.
11. Action Item: Adjournment

"Any person wishing to attend who, because of disability requires special accommodation, should contact Syble Hopp School at 336-5754 by 3:00 p.m. on Thursday, June 15, 2017 so arrangements can be made."

****Note change of time and location****

**AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, June 19, 2017, 4:30 p.m.
City Hall, 100 N. Jefferson Street, Room 310
Green Bay, WI 54301**

MEMBERS: Sup. Andy Nicholson - Chair, Corday Goddard – Vice-Chair, Tom Deidrick, Ann Hartman, and Andy Williams

APPROVAL OF MINUTES:

1. Approval of the minutes from the May 15, 2017, meeting of the Brown County Housing Authority.

COMMUNICATIONS:

2. A request by Sup. Andy Nicholson to the Brown County Board of Supervisors (referred to the Administration Committee) to review the possibility of combining the Green Bay Housing Authority and the Brown County Housing Authority with possible action to seek advantages and disadvantages of the merge.

REPORTS:

3. Report on Impact of ICS's salary study.
4. Report on Housing Choice Voucher Rental Assistance Program:
 - A. Preliminary Applications
 - B. Unit Count
 - C. Housing Assistance Payments Expenses
 - D. Housing Quality Standard Inspection Compliance
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
 - G. VASH Reports (new VASH and active VASH)
 - H. Langan Investigations Criminal Background Screening and Fraud Investigations
5. Report on locations of port-out vouchers.
6. Report on progress of BCHA goals for Calendar Year 2017.

OLD BUSINESS:

NEW BUSINESS:

7. Consideration with possible action on the approval to renew an agreement with Catholic Charities for reimbursement of pre and post homeownership counseling for Housing Choice Voucher Homebuyers.
8. Consideration with possible action on approval of Homebuyer Assistance Program Funding Proposal from NeighborWorks® Green Bay.

BILLS AND FINANCIAL REPORT:

- 9. Consideration with possible action on acceptance of BCHA bills.
- 10. Consideration with possible action on acceptance of BCHA financial report.
- 11. Update on fraud recovery.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

- 12. Review Risk Management section of Lead the Way training.
- 13. Date of next meeting: July 17, 2017.

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VETERANS SUBCOMMITTEE

Bernie Erickson, Chair
Ed Koslowski, Vice Chair
Joan Brusky, Louise Dahlke,
Jim Haskins, Delores Pierce,
Duane Pierce, Joe Witkowski

****Running Total of Veterans' Certificates: 1804**

VETERANS' RECOGNITION SUBCOMMITTEE

Tuesday, June 20, 2017

4:30 pm

Room 201, Northern Building

305 E. Walnut Street

Green Bay, WI

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

1. Call Meeting to Order.
2. Invocation.
3. Approve/Modify Agenda.
4. Approve/Modify Minutes of May 16, 2017.
5. Update re: Honor Rewards Program.
6. Update re: 2017 Veterans' Appreciation Day at the Brown County Fair.
 - a. Set timeline.
7. Report from CVSO Jerry Polus.
8. Update re: Fishing Outing for PTSD Veterans held on June 6, 2017.
9. Report from Committee Members Present (Erickson, Brusky, Dahlke, Haskins, Koslowski, Pierce & Witkowski).
10. Such Other Matters as Authorized by Law.
11. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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Guy Zima, Chairman

Erik Hoyer, Vice Chairman

MENTAL HEALTH TREATMENT COMMITTEE: AD HOC

Wednesday, June 21, 2017

12:00 p.m.

1st Floor Conference Room, Board Room A

Sophie Beaumont Building

111 N. Jefferson Street, Green Bay, Wisconsin

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 17, 2017.
1. Communication from Chair Zima and Judge Zuidmulder re: Have staff provide a breakdown and explanation of the expenditures made from the \$1.15 million dollars allocated for mental health services during the County budget process for 2016 and 2017.
2. Update re: Long range mental health needs in Brown County including what could be funded by County Executive Streckenbach's proposed half-percent sales tax.
3. Discussion, review and possible action: Request that Brown County review its past and present mental health services and develop a more comprehensive plan to treat both short and long term mental health patients including but not limited to 1) alcohol and drug abuse detox and treatment; and 2) children, adolescent and adult mental health treatment.
4. Discussion, review and possible action: Request that the Human Services Director and Brown County Sheriff work together to develop a plan to provide a treatment plan for prisoners who presently make up a third of our jail population.
5. Discussion re: Recertifying County operations to return to previous services providing long-term care.
6. Update re: Outreach efforts.
7. Such other matters as authorized by law.
8. Adjourn.

Guy Zima, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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EXECUTIVE COMMITTEE

Tom Lund, Chairman, Patrick Moynihan, Jr., Vice-Chairman
Patrick Buckley, Bernie Erickson, Erik Hoyer,
Richard Schadewald, John Van Dyck

SPECIAL EXECUTIVE COMMITTEE

Wednesday, June 21, 2017

6:45 p.m.

Room 207, City Hall

100 N. Jefferson St., Green Bay

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEM ON THE AGENDA.

- I. Call meeting to order.
- II. Approve/modify agenda.

Comments from the Public

Resolutions & Ordinances

1. Resolution Authorizing the Issuance and Sale of \$8,710,000 General Obligation Corporate Purpose Bonds, Series 2017A.
2. Resolution Authorizing the Sale of Bay Port Property owned by Brown County to Triple P, Inc., d/b/a Peters Concrete Company. Motion at May PD&T: To approve.

Other

3. Such other matters as authorized by law.
4. Adjourn.

Tom Lund, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda. The Committee at their discretion may suspend the rules to allow comments from the public during the meeting. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on Wednesday, June 21, 2017 at 7:00 p.m., in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON ANY ITEM ON THE AGENDA

The following matters will be considered:

Call to Order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Comments from the Public:**
 - a. State name and address for the record.
 - b. Comments will be limited to five minutes.
 - c. The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.
3. **Approval of Minutes of May 17, 2017.**
4. **Announcements of Supervisors.**
5. **Communications:**
 - a. Late Communications.
6. **Appointments:**
County Executive:
 - a. Reappointment of Bill Ulmer to Board of Adjustment.
 - b. Reappointment of Bill Clancy, Scott King and Robert Osgood to Children with Disabilities Education Board.
7. **Reports by:**
 - a. County Executive.
 - b. County Board Chair.
8. **Other Reports: (None)**

9. Standing Committee Reports:

a) REPORT OF ADMINISTRATION COMMITTEE OF JUNE 7, 2017:

1. Review minutes of:
 - a. Housing Authority (April 24, 2017). Receive and place on file.
2. Corporation Counsel - Public Input on Oneida Nation Service Agreement with Brown County. *No action taken.*
3. Communication from Supervisor Nicholson re: Review the possibility of combining the GB Housing Authority and Brown County Housing Authority with possible action to seek advantages and disadvantages of the merge. Refer to Corporation Counsel.
4. Communication from Supervisor Brusky re: I am requesting an adjustment in hourly wages for the Brown County employees who, because they were initially hired at a lower starting pay, now make less than employees with less experience who were hired after them. I am particularly referring to those hired in 2013 – or other pertinent years. To refer to Human Resources for review.
5. Budget Adjustment Request (17-36) re: Any increase in expenses with an offsetting increase in revenue. **Budget adjustments that involve grants not included in the 2017 budget need additional approval from the Administration Committee.* To approve.
6. Budget Adjustment Request (17-37) re: Any allocation from a department's fund balance. **Budget adjustments that involve grants not included in the 2017 budget need additional approval from the Administration Committee.* To approve.
7. Budget Adjustment Request (17-48) re: Any increase in expenses with an offsetting increase in revenue. **Budget adjustments that involve grants not included in the 2017 budget need additional approval from the Administration Committee.* To approve.
8. Resolution Authorizing the Issuance of \$8,710,000 General Obligation Corporate Purpose Bonds, Series 2017A. To approve. See Resolutions & Ordinances.
9. Standing Item - Update on Facilities Needs from all Departments. *No action taken.*
10. Technology Services - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
11. Technology Services Monthly Report. Receive and place on file.
12. Child Support - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
13. Child Support - Departmental Openings Summary. Receive and place on file.
14. Child Support - April/May Director Summary. Receive and place on file.
 - a. Funding for Employment and Training Program Partnership Models.
15. County Clerk - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
16. County Clerk - Resolution re: Reclassification of a Clerk/Typist I Position in the County Clerk's Department Table of Organization. To approve. See Resolutions & Ordinances.
17. Treasurer - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
18. Treasurer - Discussion and possible action on the sale of the following tax deed parcels located in the City of Green Bay to the City of Green Bay Redevelopment Authority:
 - Parcel 5-945 at 508 Kellogg St.
 - Parcel 6H-4201 at 3167 West Point Road
 - Parcel 1-767 at 1108 S. Broadway
 - Parcel 1-936-C at 1319 S. Broadway
 - Parcel 14-186 at 114 N. Clay St.
 - Parcel 18-1476 at 1370 Thrush St.
 - Parcel 2-283 at 518-520 S. Ashland Ave.
 - Parcel 21-1111-P-2 at 1655 Debra Lane.To sell these properties to the Green Bay Redevelopment Authority contingent upon them paying the past water bills and the prices as stated in the agenda packet.
19. Treasurer - Discussion and possible action on the sale of the following tax deed parcels (Auction results of June 2, 2017 to be passed out to Supervisors at meeting):
 - Parcel E-184 at STH 29 in the Town of Eaton. To accept the highest bid from Alan Vander Kinter for \$7,326.01.

Parcel E-185-4 on Allen Road in the Town of Eaton. To accept the highest bid from Alan Vander Kinter for \$43,055.57.

Parcel VH-654 at 2055 Memorial Dr. in the Village of Howard. To accept the highest bid to Four M Properties LLC Mark Cherney for \$7,200.

Parcel VH-909 at 1035 Flint St. in the Village of Howard. *No action taken.*

Parcel WD-207-2-1 at Patriot Way Bdr RR in the City of De Pere. To hold for one month.

20. Treasurer - Tax Deed Properties Report – Updates:
 - a. Parcel HB-855-3 at 973 Haven Place in Hobart as approved by the Administration Committee 5-3-17 following the close of the WI Surplus Online Auction. Receive and place on file.
 - b. March 20, 2017 / June 20, 2017 Foreclosure Hearing 90-day Parcels as of 6-1-17. Receive and place on file.
21. Treasurer - Discussion and possible action on the sale of the following tax deed parcel:
Parcel 21-1293-2 at 1739 Main St. in the City of Green Bay (Former PetroMart, LLC). To maintain status quo on property right now.
22. Treasurer - Discussion and possible action – Updating and Revising BC Policy T-1 dated 02/01/1995, addressing the SALE OF TAX DEEDED LANDS. To refer back to the Treasurer for his own revision.
23. Human Resources - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
24. Human Resources Director's Report. Receive and place on file.
25. Human Resources - Turnover Reports. Receive and place on file.
26. Human Resources - Department Vacancies Report. Receive and place on file.
27. Human Resources - Worker's Compensation Reports. Receive and place on file.
28. Dept. of Admin - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
29. Dept. of Admin - Budget Adjustment Log. Receive and place on file.
30. Dept. of Admin - Director's Report. Receive and place on file.
31. Audit of bills. To audit the bills.

b) REPORT OF EDUCATION AND RECREATION COMMITTEE OF MAY 25, 2017:

1. Review Minutes of:
 - a. Neville Public Museum Governing Board (May 8, 2017). Receive and place on file.
2. Golf Course Budget Status Financial Report for April 2017 - Unaudited. Receive and place on file.
3. Superintendent's Report. Receive and place on file.
4. Museum Budget Status Financial Report for April 2017 - Unaudited. Receive and place on file.
5. Museum - Director's Report. Receive and place on file.
6. NEW Zoo Budget Status Financial Report for April 2017 - Unaudited. Receive and place on file.
7. NEW Zoo - Resolution Adopting the Northeastern Wisconsin ("NEW") ZOO & Adventure Park Master Plan and Strategic Plan 2017. To approve. See Resolutions & Ordinances.
8. NEW Zoo Director's Report and Zoo Monthly Activity Reports. Receive and place on file.
9. Park Mgmt. - Budget Status Financial Report for April 2017 – Unaudited. Receive and place on file.
- 9a. Park Mgmt. - Budget Adjustment Request (17-44): Any increase in expense with an offsetting increase in revenue. To approve.
10. Park Mgmt. - Request for Approval – Fee Waiver request from Trout Unlimited for Reforestation Camp Pines Shelter, June 1st. To approve.
11. Park Mgmt. - April 2017 Park Attendance and Field Staff Reports. Receive and place on file.
12. Park Mgmt. - Assistant Director's Report. Receive and place on file.
13. Library Budget Status Financial Report for April 2017 - Unaudited. Receive and place on file.
14. Library - Director's Report. Receive and place on file.
15. Library - Overview/Presentation of East Branch Feasibility Study. *No action taken.*
16. Library - Discussion and direction and/or recommendation from Ed & Rec Committee to Library Board regarding funding for new East Branch Library:
 - a. Increase funding to support rent increase.
 - b. Purchase and renovate.
 - c. Purchase green space and build.

To support a recommendation back to the Library Board to continue to pursue either/or of those options.

17. Resch Centre/Arena/Shopko Hall – Complex Attendance for the Brown County Veterans Memorial Complex for April 2017. Receive and place on file.
18. Audit of bills. To pay the bills.

c) EXECUTIVE COMMITTEE OF JUNE 12, 2017:

1. Review Minutes of: None.
2. Legal Bills - Review and Possible Action on Legal Bills to be paid. To pay.
3. Communication from Supervisor Evans re: To have Corporation Counsel and Human Resources review Chapter 4 and the Employee Handbook Chapter 30.01 as it relates to language for Progressive Discipline and make appropriate suggestions as how to incorporate such language and procedures. To hold for one month.
4. Communication from Supervisor Brusky re: I am requesting an adjustment in hourly wages for the Brown County employees who, because they were initially hired at a lower starting pay, now make less than employees with less experience who were hired after them. I am particularly referring to those hired in 2013 – or other pertinent years. To refer to staff to come back to the Executive Committee in 60 days with a list of employees who are in the same predicament and whether they are budgeted for a higher amount than they are being paid. Carried 5 to 1.
5. An Ordinance to Create Chapter 43 of the Brown County Code of Ordinances Entitled “Property Assessed Clean Energy Financing”.
 - i. To suspend the rules and take Items 5 & 6 together.
 - ii. To hold Items 5 & 6 for one month.See Resolutions & Ordinances.
6. Property Assessed Clean Energy (PACE) Resolution. *See action at Item 5 above.*
7. Resolution in Support of Legislation to Classify County Jailers as Protective Occupation Participants (POPs) for WRS Purposes. To approve. See Resolutions, Ordinances.
8. Resolution re: Change in Table of Organization for the District Attorney’s Office Special Prosecutor Position. To approve. See Resolutions & Ordinances.
9. Resolution re: Reclassification of a Clerk/Typist I Position in the County Clerk’s Department Table of Organization. To approve. Carried 5 to 1. See Resolutions & Ordinances.
10. Standing Item - Discussion of 2.12 of the County Code of Ordinances: The duties and responsibilities of the EXECUTIVE COMMITTEE. *No action taken.*
11. Internal Auditor Report
 - a. Board of Supervisors Budget Status Financial Reports – April 2017 (Unaudited). Receive and place on file.
 - b. Status Update: May 1 – May 31, 2017. Receive and place on file.
 - c. Follow-Up Discussion: Audit of Bills. To support this initiative.
12. Human Resources. Receive and place on file.
13. County Executive Report. Receive and place on file.

ci) SPECIAL EXECUTIVE COMMITTEE OF JUNE 21, 2017:

1. Resolution Authorizing the Issuance and Sale of \$8,710,000 General Obligation Corporate Purpose Bonds, Series 2017A. *Motion Pending Special Executive meeting of June 21, 2017.* See Resolutions & Ordinances.
2. Resolution Authorizing the Sale of Bay Port Property owned by Brown County to Triple P, Inc., d/b/a Peters Concrete Company. *Motion Pending Special Executive meeting of June 21, 2017.* See Resolutions & Ordinances.

d) REPORT OF HUMAN SERVICES COMMITTEE of MAY 24, 2017:

1. Review Minutes of:
 - a. Board of Health (March 14, 2017). To approve.
 - b. Children with Disabilities Education Board (April 17, 2017 & April 29, 2017).
 - c. Human Services Board (April 13, 2017).
 - d. Mental Health Treatment Committee (April 18, 2017).

- e. Veterans' Recognition Subcommittee (April 18, 2017).
 - i. To suspend the rules to take Items 1 b-e together.
 - ii. To approve Items 1 b-e.
- 2. Presentation - Update re: Treatment Courts – Judge Zuidmulder. Receive and place on file.
- 3. Syble Hopp School 2018 Budget and Staffing Summary. To approve the 2018 Syble Hopp School budget.
- 4. Wind Turbine Update - Receive new information – Standing Item. *No action taken.*
- 5. Health Department - Resolution in support of State Funding for Communicable Disease Control. To approve. See Resolutions & Ordinances.
- 6. Human Services Dept. - Executive Director's Report. Receive and place on file.
- 7. Human Services Dept. - Financial Report for Community Treatment Center and Community Programs. Receive and place on file.
- 8. Human Services Dept. - Statistical Reports.
 - a. CTC Staff – Double Shifts Worked. Receive and place on file.
 - b. Monthly CTC Data - Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital. Receive and place on file.
 - c. Child Protection - Child Abuse/Neglect Report. Receive and place on file.
 - d. Monthly Contract Update. Receive and place on file.
- 9. Human Services Dept. - Request for New Non-Continuous and Contract Providers and New Provider Contract. Receive and place on file.
- 10. Audit of bills. *No bills presented; no action taken.*

e) REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE OF MAY 22, 2017:

- 1. Review Minutes of:
 - a. Board of Adjustment (February 20, 2017 & May 8, 2017). Suspend the rules to take Items 1a, b & c together.
 - b. Harbor Commission (March 20, 2017). *See Item 1c.*
 - c. Planning Commission Board of Directors (April 5, 2017). Receive and place on file Items 1a, b & c.
- 2. Airport - An Ordinance to Amend Section 25.09 of Chapter 25 of the Brown County Code of Ordinances Entitled "Conveyors of Public Transportation". To impose a \$200 per vehicle fee with a max of \$2,000 and bring back when ready. See Resolutions & Ordinances.
- 3. Airport Budget Status Financial Report for April 2017 - Unaudited. Receive and place on file.
- 4. Airport - Departmental Opening Summary. Receive and place on file.
- 5. Airport - Director's Report. Receive and place on file.
- 6. Communication from Supervisor Lefebvre re: To PD&T Committee regarding Brown County's future landfill site in location to the headwater of the East River. To hold for 30 days.
- 7. Port & Resource Recovery - Bay Port Property Sale. To approve the resolution authorizing the sale of Bay Port Property owned by Brown County to Triple P, Inc., d/b/a Peters Concrete Company.
- 8. Port & Resource Recovery - Director's Report. Receive and place on file.
- 9. UW-Extension Budget Status Financial Report for April 2017 - Unaudited. Receive and place on file.
- 10. UW-Extension - Director's Report. *No report, no action.*
- 11. Planning Commission - Update regarding development of the Brown County Farm Property – standing item. Receive and place on file permanently.
- 12. Planning Budget Status Financial Report for April 2017 - Unaudited. Receive and place on file Items 12, 13 & 14.
- 13. Property Listing – Budget Status Financial Report for April 2017 - Unaudited. *See Item 12.*
- 14. Zoning – Budget Status Financial Report for April 2017 - Unaudited. *See Item 12.*
- 15. Public Works - Summary of Operations. Receive and place on file.
- 16. Public Works - Director's Report. Receive and place on file.
- 17. Public Works - 6-Year (2018-2023) Highway & Bridge Capital Improvement Plan (CIP). To approve the 0.5% 6-Year Highway Capital Improvement Plan.
- 18. Acknowledging the bills. To acknowledge receipt of bills.

ei) REPORT OF LAND CONSERVATION SUBCOMMITTEE OF MAY 22, 2017:

- 1. Budget Status Financial Report for April, 2017. Receive and place on file.

2. Open Positions. Receive and place on file.
3. Directors Report.
 - a. Department Relocation. Receive and place on file.
 - b. Demonstration Farm Outreach Update. Whitney Passint, UWEX Natural Resources Educator. Receive and place on file.
4. Discussion and possible action re: the Aquila Resources' "Back Forty" sulfide mine. To forward the resolution to Corporation Counsel to send to County Board replacing Marinette County with Brown County with no recommendation. Carried 4 to 1. See Resolutions & Ordinances.

f) REPORT OF PUBLIC SAFETY COMMITTEE OF JUNE 7, 2017:

1. Review Minutes of:
 - a. Public Safety Communications Advisory Board (January 25, 2017). Receive and place on file.
2. Presentation - Update re: OWI Treatment Court – Judge Zuidmulder. To have Judge Zuidmulder come back to this Committee with a specific number that can be included in the County budget to fund an OWI court. Carried 4 to 1.
3. Communication from Supervisor Brusky re: I am requesting an adjustment in hourly wages for the Brown County employees who, because they were initially hired at a lower starting pay, now make less than employees with less experience who were hired after them. I am particularly referring to those hired in 2013 – or other pertinent years. Referred from May County Board. To send this to the Administration Committee with the fiscal impact.
4. Communication from Supervisor Zima re: That the attached 3 requests be referred to the Public Safety Committee:
 - a. Request for the Clerk of Courts to provide a list of CM, CF, CT, TR cases from 2014-2017 without valid driver's license or State identification information listed.
 - b. Request from the Brown County Sheriff for a list of all ICE deportations from the Brown County Jail from Jan. 1, 2014 to present.
 - c. Request for the Brown County Sheriff to participate in a partnership with ICE which will give Sheriff Deputies the power to act as federal immigrant agents in the County Jail. The program, known as 287(g), is an agreement between ICE and law enforcement agencies that, after a four-week training program, grants state and local officers the power to question and detain immigrants deemed deportable in state and local jails. The agreement gives trained sheriffs' deputies the authority to use ICE databases, question inmates about their immigration status and place inmates with deportable immigration statuses on detainers for up to 48 hours after their scheduled release to allow time for ICE agents to pick them up for deportation. According to the ICE website, there are 37 law enforcement agencies across 16 states that have such a partnership with the agency.
To refer to the next Public Safety Committee meeting and ask Clerk of Courts John Vander Leest to accumulate information as to the number of illegals charged in criminal cases in Brown County and also have the Sheriff get a head count of how many illegals are currently in the Borne County Jail.
5. District Attorney's Report. Receive and place on file.
- *5a. District Attorney - Resolution re: Change in Table of Organization for the District Attorney's Office Special Prosecutor Position. To approve. Carried 4 to 1. See Resolutions, Ordinances.
6. Public Safety Communications - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
7. Public Safety Communications - Director's Report. Receive and place on file.
8. Emergency Mgmt. - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
9. Emergency Mgmt. - Director's Report. Receive and place on file.
10. Circuit Court, Commissioners, Probate - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
11. Clerk of Courts - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
12. Clerk of Courts - Request for representation from the Clerk of Courts and Courts to attend each meeting monthly to provide monthly updates including various reports as requested by this committee. Receive and place on file.

13. Medical Examiner - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
14. 2017 Medical Examiner Activity Spreadsheet. Receive and place on file.
15. Sheriff - Budget Status Financial Report for April 2017 (Unaudited). Receive and place on file.
16. Sheriff - Budget Adjustment Request (17-48): Any increase in expenses with an offsetting increase in revenue. To approve.
17. Sheriff's Report. Receive and place on file.
18. Audit of bills. To pay the bills.

10. **RESOLUTIONS & ORDINANCES:**

Budget Adjustments Requiring County Board Approval

- a. Resolution Approving Budget Adjustments to Various Department Budgets.

Administration Committee and Special Executive Committee

- b. Resolution Authorizing the Issuance of \$8,710,000 General Obligation Corporate Purpose Bonds, Series 2017A. Motion at Admin: To approve; Motion at Special Executive Committee: To approve. Carried 5 to 1.

Administration Committee and Executive Committee

- c. Resolution re: Reclassification of a Clerk/Typist I Position in the County Clerk's Department of Table of Organization. Motion at Admin: To approve; Motion at Exec: To approve. Carried 5 to 1.

Education & Recreation Committee

- d. Resolution Adopting the Northeastern Wisconsin ("NEW") ZOO & Adventure Park Master Plan and Strategic Plan 2017. Motion at Ed & Rec: To approve.

Executive Committee

- e. Ordinance to Create Chapter 43 of the Brown County Code of Ordinances Entitled "Property Assessed Clean Energy Financing". Motion at Exec: To hold for one month.
- f. Property Assessed Clean Energy (PACE) Resolution. Motion at Exec: To hold for one month.
- g. Resolution in Support of Legislation to Classify County Jailers as Protective Occupation Participants (POPs) for WRS Purposes. Motion at Exec: To approve.

Human Services Committee

- h. Resolution re: Resolution in support of State Funding for Communicable Disease Control. Motion at Human Services: To approve.

Land Conservation Subcommittee

- i. Resolution in Opposition to the Aquila Resources, Inc. proposed Back Forty Mine Project. To forward the resolution to Corporation Counsel to send to County Board replacing Marinette County with Brown County with no recommendation. Carried 4 to 1.

Planning, Development & Transportation Committee

- j. An Ordinance to Amend Section 25.09 of Chapter 25 of the Brown County Code of Ordinances Entitled "Conveyors of Public Transportation". Motion at PD&T: To impose a \$200 per vehicle fee with a max of \$2,000 and bring back when ready.

Planning Development & Transportation and Special Executive Committee

- k. Resolution Authorizing the Sale of Bay Port Property Owned by Brown County to Triple P, Inc., d/b/a Peters Concrete Company. Motion at PD&T (Item 7): To approve; Motion Pending Special Executive meeting of June 21, 2017.

Public Safety Committee and Executive Committee

- l. Resolution re: Change in Table of Organization for the District Attorney's Office Special Prosecutor Position. Motion at Public Safety: To approve. Carried 4 to 1; Motion at Exec: To approve.

11. CLOSED SESSIONS: None.
12. Such other matter as authorized by law.
13. Bills over \$5,000 for period ending May 31, 2017.
14. Closing Roll Call.
15. Adjournment to Wednesday, July 19, 2017 at 7:00 p.m., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin.

Submitted by:

A handwritten signature in black ink, appearing to read "Patrick Moynihan, Jr.", with a long horizontal flourish extending to the right.

Patrick W. Moynihan, Jr.
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY EXECUTIVE AND FINANCE COMMITTEE MEETING

Thursday, June 22nd 2017 at 8:30 a.m.
300 S. Adams Street, Green Bay, WI 54301

AGENDA

Time	Agenda Item	Handout	Action Required
8:30	1. Pledge of Allegiance		
8:35	2. Introductions		
8:37	3. Adoption of Agenda	Yes	Yes
8:38	4. Approval of the minutes of Executive & Finance Committee of June 16, 2016	Yes	Yes
8:40	5. Comments from the public Must be limited to items not on the agenda State name and address for the record Comments will be limited to five minutes The Board's role is to listen and not discuss comments or take action on those comments at this meeting	Yes	Yes
8:42	6. Finance 101-2018: Educational Overview of ADRC Funding Sources and Budget Initiatives	Yes	
9:30	7. Nomination & Approval of potential board member	Yes	Yes
9:35	8. Draft Budget Discussion and approval a. Denmark Advisory Council Meeting b. Nutrition re-organization c. In-Home Worker Program	Yes	Yes
10:29	10. Announcements		Yes
10:30	11. Adjourn		Yes

Larry Epstein , Chairperson
Aging & Disability Resource Center
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"

**BROWN COUNTY FIRE INVESTIGATION TASK FORCE
BOARD OF DIRECTORS**

AGENDA

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force will be held on Thursday, June 22, 2017, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

- ITEM #1. Adoption of the Agenda.
- ITEM #2. Review Minutes of Previous Meeting.
- ITEM #3. Report of General Membership Coordinator.
- ITEM #4. Financial Report.
- ITEM #5. Old Business.
 - A. Disposition of Case Proceedings.
- ITEM #6. New Business.
- ITEM #7. Report of Juvenile Firesetter Program Coordinator.
- ITEM #8. Other Matters.
- ITEM #9. Set Date, Time, and Location of Next Meeting.
- ITEM #10. Adjourn.

Eric Dunning, Interim Chairperson of the
Board of Directors
Brown County Fire Investigation Task Force



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	Public Safety Cmte 11am Admin Cmte 6:15pm	7	8	9
10						
11	12	13	14	15	16	17
	Executive Cmte 5:30pm					
18	19	20	21	22	23	24
HAPPY FATHERS DAY		Veterans Recognition Subcmte 4:30pm	Mental Health AdHoc 12pm Special Exec Cmte 6:30pm Board of Supervisors 7:00pm			
25	26	27	28	29	30	
	Land Con 6:00pm PD&T 6:15pm		Human Services Cmte 5:30pm	Ed & Rec Cmte 5:30pm		

BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center – Executive & Finance Cmte (April 1, 2016)
- Children With Disabilities Education Board (May 2, 2017)
- Housing Authority (May 15, 2017)
- Transportation Coordinating Committee (March 13, 2017)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY
EXECUTIVE & FINANCE COMMITTEE MEETING - DRAFT**

April 1, 2016

PRESENT: Marvin Rucker, Pat Hickey, Barbara Robinson, Beth Relich,

ABSENT: None

EXCUSED: None

ALSO PRESENT: Devon Christianson, Christel Giesen, Debra Bowers, Laurie Ropson

The meeting was called to order by Chairperson Rucker at 3:35 p.m.

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA: Ms. Robinson/Ms. Hickey moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF November 11, 2015: Ms. Hickey/Ms. Robinson moved to approve the minutes of the November 11, 2016 Executive & Finance and Nominating & Human Resources Committees meeting. **MOTION CARRIED.**

FINANCE REPORT: Review and Approval of Pre-Audit Net Asset Report: Ms. Christianson thanked committee members for accommodating the meeting following the cancellation of the Board meeting last week due to the storm. She explained that the meeting with such a brief agenda was required due to the fact that the audit will start next week and the Pre-Audit Net Asset must be reviewed and approved prior to the audit.

Ms. Bowers presented the Pre-Audit Net Asset Report, which includes a 2015 deficit of \$8,282 and recommendation to take those funds from the Emergency Fund within the Unrestricted Assigned Fund. Noting though, that is the recommendation, it is the committee's decision.

Ms. Christianson reviewed the Preliminary ADRC Net Asset Report guide in conjunction with the Pre-Audit Net Asset Report and identified what funds are within the Unrestricted Assigned category. Ms. Christianson reviewed the Unrestricted Unassigned target and the fact that the current balance is within the range of the 20-25% target previously designated by the ADRC Board. She shared that the \$8,282 deficit was created, in part, due to the increase in salary and fringe resulting from employee turnover as staff retired or took new positions created by the Family Care expansion and resulting PTO payouts. Mr. Rucker stated that the Board may want to consider increasing the Unrestricted Unassigned Target from 20-25% to 25% or greater as Family Care 2.0 may result in similar turnover and financial strains.

Ms. Christianson reviewed the decision that the committee must make today regarding how to address the items identified in the proposed Pre-Audit Net Asset Report which impact the net assets. Ms. Christianson stated that the recommendation is to incorporate these expenses in the Unrestricted Assigned Fund; however, the committee has the authority to make a different decision for example to un-commit funds that are currently committed for specific purposes such as replacement of the boiler, HVAC unit, or consumer parking, which is presently being explored. Ms. Robinson stated that she appreciated the above examples and discussion as it provides reasoning behind the decision the committee makes so that the full board is clear about what was approved and why. Ms. Relich stated that the proposed strategy to reduce Unrestricted Assigned funds prior to reducing programs or un-committing funds is fiscally sound and supports the agency mission.

Ms. Relich/Ms. Robinson moved to approve the Pre-Audit Net Asset Report as presented with the changes in the Unrestricted Assigned and Unrestricted Unassigned funds. **MOTION CARRIED.**

ADJOURN: Ms. Hickey/Ms. Robinson moved to adjourn the meeting at 4:40p.m. **MOTION CARRIED.**

Respectfully submitted,

Christel Giesen

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, May 2, 2017

Board Members Present: S. King, B. Clancy, J. Mitchell, L. Franke, R. Osgood

Others Present: A. Nizzia, C. Maricque, J. Driessen

Call to Order – The meeting was called to order by S. King at 3:42 PM.

1. Action Item: Approval of April 17, 2017 and April 29, 2017 Board Minutes

Motion made by J. MITCHELL, seconded by L. FRANKE, that the minutes from the April 17, 2017 and April 29, 2017 Board meeting be approved. MOTION CARRIED UNANIMOUSLY.

2. Action Item: Approval of Agenda

Motion made by L. FRANKE, seconded by B. CLANCY, that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.

3. Action Item: Donations

Question was asked whether donations include both the Parent Organization account and the Donation account. Both accounts are included on the donations list. It was noted that \$3,000 was donated to be split by a classroom, the Music Department and the Physical Education Department by an anonymous donor.

Motion made by L. FRANKE, seconded by J. MITCHELL, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.

4. Action Item: Payment of Bills

The payments made in March were routine in nature.

Motion made by B. CLANCY, seconded by L. FRANKE, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.

5. Action Item: Financial Report

It was noted that the district funds for their Early Childhood grant and Transit of Flow-thru are expected to be paid in May, but they will be close to the budgeted amount.

Motion made by L. FRANKE, seconded by J. MITCHELL, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.

6. Action Item: Teacher Contracts

Teacher contracts were presented to the Board for their approval and signature.

Motion made by B. CLANCY, seconded by J. MITCHELL, that the teacher contracts for the 2017-18 school year be approved. MOTION CARRIED UNANIMOUSLY.

7. Discussion Item: Administrators' Report

D. Zadnik and C. Maricque met with the County Executive, Troy Streckenbach on April 28, 2017, to present the budget for the 2017-18 school year.

Graduation is next week, May 11, 2017. There is still time for the board members to RSVP. There will be 16 students graduating. Two of the student graduating will be going to Project Search.

There are 16 new students that are expected to attend Syble Hopp next school year. Most of the student will be in the primary classes. Typically a few additional students may enroll over the summer.

8. Discussion Item: Parent Organization Report

Prom was held on April 29, 2017. All the graduates were part of the Prom court. Tracy Schrader and other parents coordinate the event with the help of a DePere High School group.

9. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute 19.85 (1) (c), to discuss administrator finalist.

Motion made by R. Osgood, seconded by B. Clancy, to move to Executive Session. MOTION CARRIED UNANIMOUSLY.

Returned to open session at 4:25 PM.

10. Action Item: Administrator Approval

S. King thanks J. Mitchell for leading the Administrator search committee. Exec Connect was acknowledged for providing quality candidates. The parents, teachers, and administration were also thanks for their active participation in the search for a new Administrator.

Motion made by L. FRANKE, seconded by R. OSGOOD, that the new administrator of the Brown County Children with Disabilities Education Board candidate recommended by the Search Committee be approved to begin employment on July 1, 2017, contingent upon the candidate accepting the position. MOTION CARRIED UNANIMOUSLY.

11. Action Item: Adjournment

Motion made by B. CLANCY, seconded by J. MITCHELL, to adjourn the meeting at 4:30 PM. MOTION CARRIED UNANIMOUSLY.

Syble Hopp School

DONATIONS – June 2017 BOARD MEETING		
DONOR	AMOUNT	ITEM/PURPOSE
Chiuminatto Consulting	\$500	Hopp Needs – iPad Technology
Dr. Goolsby	\$120	Hopp Needs
Kim Pauls		Tricycle for the SCY
Tami Cornette		Design/Printing of 250 graduation program covers
Doug Phillips		DJ for Prom
Mark Patel-Luna Café		Coffee for the Job Share
Linda Rose	\$125	To Karen Klister's Classroom for a trip to the NEW Zoo
Dollar General		Many, many winter hats
Amy Barhite		Tomato seat and cushions
Shannon West		Tricycle and stroller to PT department
Mr. & Mrs. Barrington	\$100	Hopp Needs – iPad Technology
Mr. & Mrs. Smith	\$100	Pool Tile
Starbucks		Coffee for camp
Janet Champion		S'mores for camp
Danny Buchholz		25# of brats
Mark Patel-Luna Cafe		Coffee for camp
Herman's Club	\$100	Lions Camp
WI DOT Employee Assoc	\$50	Sensory Motor Equipment In Memory of Ward Anderson
Wayne & Judith Schaut	\$50	In Memory of Jacob Van Lanen
Gayle Anderson		Totes, book, shorts, shirts, swim trunks
St. Vincent de Paul		50 forks, 50 spoons
Christensen Mills, Inc.	\$100	Special Olympics
Women's Club of De Pere	\$150	Graduation Celebration
Total Amount	\$1,395	

Check Date 04/01/17 - 04/30/17

VOIRIEUX

Vendor Detail Report										FMVEN10A
Check Date	04/01/17	-	04/30/17							
Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount			
ADVANCED DISPOSAL SERVICES INC	0100000931	04/18/17	380000579490		March Trash & Recycling	7-10-100-323-253000-019-000000-2	130.76	Check Total	130.76	
ASPIRO INC	0100000932	04/18/17	67325		March POS Hrs NB CS	7-27-100-315-158000-019-000000-2	295.68	Check Total	295.68	
ATEL	0100000910	04/04/17	9203383429 03017		Monthly Phone Service 3/19- 4/18	7-27-100-999-158000-019-000000-2	36.85	Check Total	36.85	
BADGERLAND PRINTING INC	0100000911	04/04/17	29323		Connection Newsletter	7-27-100-354-158000-019-000000-2	192.00	Check Total	192.00	
CELLCOM	0100000938	04/26/17	385892		Cellphone Service 4/16-5/15	7-10-100-355-263300-019-000000-2	136.54	Check Total	136.54	
CITY OF DE PERE	0100000921	04/11/17	15508400-00 3/17		Hopp Fireallines 11/29/2016- 3/2/2017	7-10-100-337-253300-019-000000-2	102.00	Check Total	102.00	
COUNTRY KIDS INC	0100000912	04/04/17	SH011		March OT for EC WDP	7-27-110-310-218100-317-000000-2	420.00	Check Total	420.00	

Report Date 06/09/17 12:23 PM

Check Date 04/01/17 - 04/30/17

SYBLE HOPP SCHOOL

Page No 2

Vendor Detail Report

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
COUNTRY VISIONS COOPERATIVE							
		112876					
	0100000933	04/18/17	1036914	3/17	Fuel Bus #2	7-27-100-348-256610-011-000000-2	141.15
	0100000933	04/18/17	1036914	3/17	Hardware Purchase	7-10-100-411-253000-019-000000-2	10.47
					Check Total		151.62
					Vendor Total		151.62
DAVIS & KUELTZAU SC							
		101886					
	0100000913	04/04/17	413552		February SH General Matters	7-27-800-314-232100-019-000000-2	351.00
					Check Total		351.00
					Vendor Total		351.00
DE PERE Y-MART							
		114547					
	0100000922	04/11/17	SYBLE HOPP	3/17	Syble Hopp March Fuel	7-27-100-348-256610-011-000000-2	221.60
					Charges		
					Check Total		221.60
					Vendor Total		221.60
DEAN FOODS OP WI							
		105494					
	0100000923	04/11/17	1078581	3/17	Milk Purchases for March	7-50-800-415-257240-000-000000-2	357.43
					Check Total		357.43
					Vendor Total		357.43
FOX CITIES CLEANING INC							
		102710					
	0100000914	04/04/17	SYBLE HOPP	3/17	Duplex Carpet Cleaning	7-10-100-323-253300-019-000000-2	80.00
					Check Total		80.00
					Vendor Total		80.00
GREATER GREEN BAY YMCA INC							
		109307					
	0100000934	04/18/17	0000000187		Pool Rental 2016-2017	7-27-100-317-158000-019-000000-2	650.00
					School Year		
					Check Total		650.00
					Vendor Total		650.00

Check Date 04/01/17 - 04/30/17

FMVEN10A

SYBLE HOPP SCHOOL

Vendor Detail Report

Vendor	Check Key	Check Date	Invoice No	PO No	Description	Account No	Amount
JP Morgan Chase	0100000930	04/11/17	PCARD 03/17		Door Mats, Dust Mops & Mops-School Use	7-10-100-323-253000-019-000000-2	112.82
					Service Rodent Equip/Spot Spray Areas	7-10-100-323-253000-019-000000-2	30.00
					Large & Medium Nitrile Gloves School Use	7-27-100-411-158000-019-000000-2	321.40
					Conference Fee D Kallio 1/23/2017	7-27-100-313-158000-019-000000-2	239.99
					Mailing of IEP's	7-27-800-353-232100-019-000000-2	3.85
					IEP Mailings, GB, Wrightstown, Denmark	7-27-800-353-232100-019-000000-2	7.28
					Madison Certified Mail/Stamps	7-27-800-353-232100-019-000000-2	155.34
					Mailing Board Packets	7-27-800-353-232100-019-000000-2	3.29
					Mailing Board Packets	7-27-800-353-232100-019-000000-2	1.89
					WECAN Support Staff System Fee	7-27-800-941-232100-019-000000-2	131.25
					Ecochoice 5 Compartment Lunch Trays	7-50-800-411-257100-000-000000-2	165.36
					Check Total		1,172.47
					Vendor Total		1,172.47
					Check Total		900.00
KYLE CONSULTING	0100000915	04/04/17	MARCH 2017		March SBS/MAC Fee	7-27-800-310-223300-019-000000-2	900.00
					Check Total		900.00
					Vendor Total		900.00
LA FORCES INC	0100000924	04/11/17	1028643		TQM Programming & Training, Batteries	7-10-100-324-253000-019-000000-2	378.89
					Check Total		378.89
					Vendor Total		378.89

Check Date 04/01/17 - 04/30/17

SYBLE HOPP SCHOOL

Vendor Detail Report

FNVEN10A

Vendor	Check Key	Check Date	Invoice No	Pc No	Description	Account No	Amount										
LAMERS BUS LINES INC	0100000916	104534 04/04/17	508553		YNCA Transportation 3/2/17	7-27-100-341-256750-011-000000-2	37.81										
					Labor Install Heater Motor	7-27-100-324-256510-011-000000-2	60.00										
					Transportation Ashwaubenon	7-27-100-341-256750-011-000000-2	33.40										
					Lanes 3/15												
					Transportation Ashwaubenon	7-27-100-341-256750-011-000000-2	30.06										
					Lanes 3/14												
					Installed Pinch Shield	7-27-100-324-256530-011-000000-2	44.17										
					Heater Motor	7-27-100-324-256530-011-000000-2	29.56										
					Transportation Ashwaubenon	7-27-100-341-256750-011-000000-2	39.41										
					Lanes 3/8												
Check Total							274.41										
	0100000919	04/11/17	508327		April Route Transportation	7-27-100-341-256750-011-000000-2	34,129.72										
					Check Total					34,129.72							
						0100000925	04/11/17	508812		March Syble Hopp	7-27-100-341-256750-011-000000-2	10,686.03					
										Transportation							
										March East DePere	7-27-101-341-256750-011-000000-2	797.48					
										Transportation Friday							
										March Denmark	7-27-101-341-256750-011-000000-2	4,836.23					
										Transportation							
										March EDP Noon T/TH	7-27-101-341-256750-011-000000-2	713.65					
										Altmeier							
March West DePere	7-27-101-341-256750-011-000000-2	2,702.52															
Transportation																	
March East De Pere	7-27-101-341-256750-011-000000-2	3,974.29															
Transportation M-TH																	
Check Total							23,710.20										
	0100000935	04/18/17	61935		March Transportation TL	7-27-100-341-256750-011-000000-2	761.40										
					March Transportation MP	7-27-100-341-256750-011-000000-2	714.35										
					March Transportation ILP	7-27-100-341-256750-011-000000-2	801.00										
					Check Total					2,276.75							
						0100000939	04/26/17	509417		Transportation Ashwaubenon	7-27-100-341-256750-011-000000-2	38.88					
										Lanes							
										Check Total					38.88		
										Vendor Total					60,429.96		
										MODERN BUSINESS MACHINES	0100000926	105423 04/11/17	IN181455		Meter Charge for 1/1/2017-3/31/2017	7-27-100-322-158000-019-000000-2	763.88
															Check Total		
Vendor Total															763.88		
Check Total															763.88		
Vendor Total															763.88		

Report Date 06/09/17 12:23 PM

Page No 5

Check Date 04/01/17 - 04/30/17

FMVEN10A

SYBLE HOPP SCHOOL

Vendor Detail Report

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
PARAGON COMMUNITY SERVICES LLC	106069						
	0100000927	04/11/17	032017-932-029		March Day Services AM	7-27-100-315-158000-019-000000-2	279.00
					Check Total		279.00
SOAP PRODUCTS CO LLC	107461						279.00
	0100000936	04/19/17	41683		50# Laundry Detergent	7-27-100-411-158000-019-000000-2	71.00
					Check Total		71.00
					Vendor Total		71.00
SOUTHSIDE TIRE CO INC	112179						804.18
	0100000940	04/26/17	3061181		6 Replacement Tires for Jason Van	7-27-100-324-256510-011-000000-2	804.18
	0100000940	04/26/17	3061150		6 Replacement Tires for Rob Van	7-27-100-324-256510-011-000000-2	804.18
					Check Total		1,608.36
					Vendor Total		1,608.36

Check Date 04/01/17 - 04/30/17

Vendor Detail Report

ENVEN10A

Vendor	Check Key	Check Date	Invoice No	PO No	Description	Account No	Amount
STANDARD INSURANCE CO	113009						
0100000918	04/04/17	001601660001	4/1		ST EC Aide	7-27-100-252-159120-011-000000-2	7.90
0100000918	04/04/17	001601660001	4/1		LT EC Teacher	7-27-100-251-152000-011-000000-2	17.71
0100000918	04/04/17	001601660001	4/1		LT S/L	7-27-100-251-156600-011-000000-2	175.17
0100000918	04/04/17	001601660001	4/1		LT Maintenance	7-10-100-251-253100-019-000000-2	8.78
0100000918	04/04/17	001601660001	4/1		ST PT	7-27-100-252-218200-011-000000-2	52.00
0100000918	04/04/17	001601660001	4/1		LT PT	7-27-100-251-218200-011-000000-2	28.88
0100000918	04/04/17	001601660001	4/1		ST Nurse	7-27-100-252-214400-011-000000-2	108.90
0100000918	04/04/17	001601660001	4/1		LT Nurse	7-27-100-251-214400-011-000000-2	60.15
0100000918	04/04/17	001601660001	4/1		ST SW	7-27-100-252-212100-011-000000-2	47.37
0100000918	04/04/17	001601660001	4/1		LT SW	7-27-100-251-212100-011-000000-2	26.16
0100000918	04/04/17	001601660001	4/1		ST Secretary	7-27-800-252-223300-019-000000-2	10.92
0100000918	04/04/17	001601660001	4/1		ST Dir Spec Ed	7-27-800-252-223300-011-000000-2	104.00
0100000918	04/04/17	001601660001	4/1		ST Int OT	7-27-101-252-218100-011-000000-2	52.00
0100000918	04/04/17	001601660001	4/1		ST Int CD Aide	7-27-101-252-159150-011-000000-2	15.08
0100000918	04/04/17	001601660001	4/1		ST Int EC Aide	7-27-101-252-159120-011-000000-2	11.65
0100000918	04/04/17	001601660001	4/1		ST Int CD Teacher	7-27-101-252-158000-011-000000-2	265.10
0100000918	04/04/17	001601660001	4/1		ST Int S/L	7-27-101-252-156600-011-000000-2	52.00
0100000918	04/04/17	001601660001	4/1		ST Int EC Teacher	7-27-101-252-152000-011-000000-2	180.44
0100000918	04/04/17	001601660001	4/1		ST OT	7-27-100-252-218100-011-000000-2	75.72
0100000918	04/04/17	001601660001	4/1		ST Specialty Teacher	7-27-100-252-159300-011-000000-2	66.09
0100000918	04/04/17	001601660001	4/1		ST CD Aide	7-27-100-252-159150-011-000000-2	564.17
0100000918	04/04/17	001601660001	4/1		LT Accounting	7-10-800-251-252000-019-000000-2	34.89
0100000918	04/04/17	001601660001	4/1		ST CD Teacher	7-27-100-252-159000-011-000000-2	784.29
0100000918	04/04/17	001601660001	4/1		ST S/L	7-27-100-252-156600-011-000000-2	309.15
0100000918	04/04/17	001601660001	4/1		ST EC Teacher	7-27-100-252-152000-011-000000-2	32.08
0100000918	04/04/17	001601660001	4/1		ST Accounting	7-10-800-252-252000-019-000000-2	52.00
0100000918	04/04/17	001601660001	4/1		ST Maintenance	7-10-100-252-253100-019-000000-2	15.88
0100000918	04/04/17	001601660001	4/1		LT Secretary	7-27-800-251-223300-019-000000-2	6.03
0100000918	04/04/17	001601660001	4/1		LT Dir Spec Ed	7-27-800-251-223300-011-000000-2	72.90
0100000918	04/04/17	001601660001	4/1		LT Int Of	7-27-101-251-218100-011-000000-2	28.96
0100000918	04/04/17	001601660001	4/1		LT Int CD Aide	7-27-101-251-159150-011-000000-2	8.33
0100000918	04/04/17	001601660001	4/1		LT Int EC Aide	7-27-101-251-159120-011-000000-2	6.44
0100000918	04/04/17	001601660001	4/1		LT Int CD Teacher	7-27-101-251-158000-011-000000-2	146.38
0100000918	04/04/17	001601660001	4/1		TL Int S/L	7-27-101-251-156600-011-000000-2	29.35
0100000918	04/04/17	001601660001	4/1		LT Int EC Teacher	7-27-101-251-152000-011-000000-2	101.52
0100000918	04/04/17	001601660001	4/1		LT OT	7-27-100-251-218100-011-000000-2	41.78
0100000918	04/04/17	001601660001	4/1		LT Specialty Teacher	7-27-100-251-159300-011-000000-2	36.49
0100000918	04/04/17	001601660001	4/1		LT CD Aide	7-27-100-251-159150-011-000000-2	311.52
0100000918	04/04/17	001601660001	4/1		LT EC Aide	7-27-100-251-159120-011-000000-2	4.36
0100000918	04/04/17	001601660001	4/1		LT CD Teacher	7-27-100-251-158000-011-000000-2	433.56
Check Total							4,386.30

Vendor Total

4,386.30

SYBLE HOPP SCHOOL

Check Date 04/01/17 - 04/30/17

Vendor Detail Report

FMVEN10A

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
TDS METROCOM	0100000920	04/11/17	9203364367	4/17	Phone Service 4-10-17 to 5-9-17	7-10-100-355-263300-019-000000-2	113.64
					Check Total		113.64
WEST DE PERE SCHOOL DISTRICT	0100000917	04/18/17	SHS FS 3/17		Syble Hopp March Meals	7-50-800-310-357100-000-000000-2	4,117.25
					Check Total		4,117.25
WI DEPT OF JUSTICE	0100000929	04/11/17	02841	3/17	March Background Checks	7-27-800-310-230000-019-000000-2	91.00
					Check Total		91.00
WILLEMS LANDSCAPE SERVICE INC	0100000917	04/11/17	33448		March Snow Plowing & Salting	7-10-100-323-253000-019-000000-2	600.00
					Check Total		600.00
WISCONSIN PUBLIC SERVICE	0100000917	04/04/17	1747784455	00000	Syble Hopp Electric 2/22-3/23/17	7-10-100-336-253300-019-000000-2	4,729.47
					Garage Electric 2/22-3/22/2017	7-10-100-336-253300-019-000000-2	95.82
					Duplex Gas & Electric 2/22-3/22/2017	7-27-100-999-158000-019-000000-2	142.93
					Syble Hopp Gas 2/22-3/23/17	7-10-100-331-253300-019-000000-2	2,308.40
					Check Total		7,276.62
					Vendor Total		7,276.62
					Grand Total		88,633.50

Syble Hopp Balance Sheet as of April 30, 2017

ACCOUNT DESCRIPTION	04/30/17
GENERAL FUND	
CASH	6,147,294.24
TOTAL ASSETS	6,147,294.24
ACCOUNTS PAYABLE	6,734.94
TOTAL LIABILITIES	6,734.94
EQUITY ACCOUNT	3,690,196.39
REVENUE CONTROL	2,833,972.15
EXPENSE CONTROL	(383,609.24)
TOTAL FUND BALANCE	6,140,559.30
SPECIAL EDUCATION FUND	
CASH ACCOUNT	(2,774,194.49)
TOTAL ASSETS	(2,774,194.49)
PAYABLE ACCOUNT	29,979.63
TOTAL LIABILITIES	29,979.63
EQUITY ACCOUNT	-
REVENUE CONTROL	1,475,159.89
EXPENSE CONTROL	(4,281,084.01)
TOTAL FUND BALANCE	(2,805,924.12)
FOOD SERVICE FUND	
CASH	19,093.20
TOTAL ASSETS	19,093.20
ACCOUNTS PAYABLE	659.74
TOTAL LIABILITIES	659.74
FUND BALANCE EQUITY	23,574.06
REVENUE CONTROL	46,087.69
EXPENSE CONTROL	(51,228.29)
TOTAL FUND BALANCE	18,433.46

Support Information #5

Syble Hopp Revenue Summary for the Month Ended April 30, 2017

DESCRIPTION	2016-2017 Budget	Actual Amount	TOTAL BUDGET REMAINING	COMMENTS
GENERAL FUND				
PAYMENT IN LEAU OF TAXES	2,802,612.00	2,802,612.00	-	
INTEREST	22,000.00	21,923.39	76.61	Interest is trending slightly higher than budget
RENT (DUPLICATE)	9,000.00	7,500.00	1,500.00	
MISCELLANEOUS	11,000.00	1,936.76	9,063.24	Budgeted donations that were recognized in SOAR
TOTAL GENERAL FUND	2,844,612.00	2,833,972.15	10,639.85	
SPECIAL REVENUE FUND				
OPERATING TRANSFER IN	-	26,651.50	(26,651.50)	Funds transferred from donations for purchase of van.
STUDENT FEES	2,500.00	2,458.00	42.00	
GIFTS	-	26,651.50	(26,651.50)	Funds transferred from Parent Organization for purchase of van.
SOAR STUDENT REGISTRATIONS	22,000.00	20,505.00	1,495.00	Includes \$5,000 in donations for program.
EC GRANT \$'S FROM DISTRICTS	35,060.00	-	35,060.00	Early childhood district payments are received later in year.
TRANSIT OF FLOW THRU DISTRICT	67,000.00	-	67,000.00	Flow-thru is received later in year.
TUITION-SCH DIST (NON-OPN ENR)	296,000.00	279,492.91	16,507.09	Costs for students were less than estimated.
TRANSIT OF STATE AIDE (CESA)	213,938.00	91,830.54	122,107.46	Received first four payments from CESA.
CESA 7 - REIMB SUBS	2,000.00	-	2,000.00	
HANDICAPPED AID FROM STATE	1,216,000.00	907,446.00	308,554.00	First payment was received in November. Includes four payments.
GENERAL STATE AID	1,500,000.00	-	1,500,000.00	Revenue is received at the end of the school year.
HIGH COST KIDS (STATE)	35,000.00	-	35,000.00	Submitted \$18,360 in claims for high cost kids in December. Actual revenue will be less than claim, so there will be a shortfall in this revenue.
MEDICAID REIMBURSEMENT	250,000.00	120,124.44	129,875.56	Revenue includes remaining billings from 2016.
TOTAL SPECIAL REVENUE FUND	3,639,498.00	1,475,159.89	2,164,338.11	
FOOD SERVICE FUND				
STUDENT LUNCH	35,000.00	24,945.70	10,054.30	
ADULT LUNCH	1,200.00	757.65	442.35	
FOOD SER/STATE AID	1,000.00	782.62	217.38	
FOOD SERVICE/FED AID	36,268.00	19,601.72	16,666.28	
FED AID/COMMODITIES	5,600.00	-	5,600.00	Commodity Aid is reported at the end of the year.
TOTAL FOOD SERVICE REVENUE FUND	79,068.00	46,087.69	32,980.31	

Syble Hopp Expenditures Summary for the Month Ended April 30, 2017

DESCRIPTION	2016-2017 BUDGET	BUDGET AS OF 4/30/2017	Actual Amount	TOTAL BUDGET REMAINING	VARIANCE TO BUDGET AS OF 4/30/2017	COMMENTS
GENERAL FUND						
LIBRARY MEDIA RESOURCES & SERVICES	6,333.00	5,277.50	9,424.90	(3,091.90)	(4,147.40)	Server Migration Project \$6,000 was not budgeted in 16/17.
FISCAL/FINANCE	164,423.00	137,019.17	127,215.76	37,207.24	9,803.41	Bookkeeper position was split, so savings in benefits. Maintenance agreements for the year have been paid.
BUILDING OPERATION	191,016.00	159,180.00	153,971.12	37,044.88	5,208.88	Dectron Unit Repair of \$7,754 was not budgeted. These expenditures have been offset by savings in gas.
DUPLEX	350.00	291.67	114.80	235.20	176.87	
FACILITIES ACQUISITION/REMOVAL	5,060.00	4,216.67	4,210.00	850.00	6.67	
TELEPHONE	3,520.00	2,933.33	2,611.72	908.28	321.61	
OPERATIONS	5,000.00	4,166.67	-	5,000.00	4,166.67	Budgeted computer supplies and laptop have not been purchased since migration was not budgeted. These savings will offset the negative variance in the Library and Resource area.
INSURANCE AND JUDGMENTS	37,316.00	31,096.67	32,821.00	4,495.00	(1,724.33)	Worker Comp and casualty expected to increase in last half of fiscal year.
COUNTY IDC AND TECHNOLOGY	58,554.00	48,795.00	53,239.94	5,314.06	(4,444.94)	Will increase in last half of fiscal year. Technology allocations will be higher than budgeted.
TOTAL GENERAL FUND	471,572.00	392,976.67	383,609.24	87,962.76	9,367.44	
SPECIAL REVENUE						
EARLY CHILDHOOD	372,337.00	257,771.77	262,974.06	109,362.94	(5,202.29)	.2 FTE was added due to enrollment in the DePere school district.
SPEECH/LANGUAGE	498,635.00	345,208.85	318,936.98	179,698.02	26,271.87	Speech Therapist resigned as of 11-3-2016; CESA employee to transfer in January - budget includes this position for January - June.
COGNITIVE DISABILITIES	2,003,612.00	1,387,116.00	1,323,655.21	679,956.79	63,460.79	Currently there are savings in health insurance. The retiree escrow accounts in the amount of \$39,780 were transferred to their VEBA accounts in December. In addition, budget did not include new retiree.
RETIREE INSURANCE	28,000.00	23,333.33	70,297.86	(42,297.86)	(46,964.53)	
EC INSTRUCTIONAL AIDES	80,268.00	55,570.15	52,933.42	27,334.58	2,636.73	Savings were recognized in salaries and benefits due to two aides being on leave and salaries budgeted for additional help that were not used.
CD INSTRUCTIONAL AIDES	1,058,325.00	732,686.54	644,985.58	413,339.42	87,700.96	Subs were needed for staff member leaves. Due to shortage of substitutes, teacher subs have been needed to fill aide absences.
CD SUB TEACHERS/AIDES	38,755.00	34,448.89	62,089.26	(23,314.26)	(27,620.37)	
EC SUB TEACHERS/AIDES	3,229.00	2,870.22	5,709.18	(2,480.18)	(2,838.96)	Sub was required for staff member on leave. Additional stipend given for Special Olympics that was budgeted in CD. Part-time positions have worked additional hours. In addition, a position was budgeted at the single rate for insurance, but now is family.
SPECIALTY TEACHERS	138,059.00	95,579.31	109,381.72	28,677.28	(13,802.41)	
DIRECTION OF SOCIAL WORK	70,648.00	48,910.15	49,347.16	21,300.84	(437.01)	
NURSING	47,897.00	25,357.24	24,307.72	23,589.28	1,049.52	
OCCUPATIONAL THERAPY	235,006.00	162,696.46	158,062.63	76,943.37	4,633.83	Savings from part-time position budgeted, but no longer filled.
PHYSICAL THERAPY	78,670.00	54,463.85	54,576.14	24,093.86	(112.29)	

Syble Hopp Expenditures Summary for the Month Ended April 30, 2017

DESCRIPTION	2016-2017 BUDGET	BUDGET AS OF 4/30/2017	Actual Amount	TOTAL BUDGET REMAINING	VARIANCE TO BUDGET AS OF 4/30/2017	COMMENTS
EXCEPTIONAL ED (SUPV & COORD)	283,618.00	236,348.33	216,949.54	66,668.46	19,398.79	Savings in expected additional help and insurance.
GENERAL ADMINISTRATION	7,855.00	6,545.83	9,870.00	(2,015.00)	(3,324.17)	Payment for Exec Connect.
OFFICE OF THE SUPERINTENDENT	137,320.00	114,433.33	112,169.26	25,150.74	2,264.07	
VEHICLE ACQUISITION	-	-	53,303.00	(53,303.00)	(53,303.00)	Offset by Revenue from Donations and Parent Organization
VEHICLE REPAIR AND FUEL	10,800.00	9,000.00	6,015.91	4,784.09	2,984.09	
TRANSPORTATION AND BUS AIDES	697,336.00	561,318.13	512,990.77	184,345.23	48,327.36	Savings in district transportation.
UNEMPLOYMENT	9,369.00	6,486.23	5,500.08	3,868.92	986.15	
CESA SERVICES	198,341.00	184,674.33	179,498.53	18,842.47	5,175.80	Employee on leave, so CESA expenditures were less than expected. Payments for the year are expected to be \$63,400.
TRANSIT OF AID TO DISTRICTS	74,000.00	61,666.67	47,550.00	26,450.00	14,116.67	Wrightstown paid its tuition with Federal funding, so there will not be transit of aid to them.
TOTAL SPECIAL REVENUE FUND	6,072,080.00	4,406,485.62	4,281,084.01	1,790,995.99	125,401.60	
FOOD SERVICES						
DIRECTOR OF FOOD SERVICES	68,918.00	53,602.89	48,458.69	20,459.31	5,144.20	Savings have been recognized for the contracted Food Service.
FOOD - LUNCH PROG	500.00	444.44	-	500.00	444.44	
FOOD	5,600.00	4,977.78	-	5,600.00	4,977.78	Commodity charges are not recorded until the end of the year.
MILK - LUNCH PROG	4,050.00	3,600.00	2,769.60	1,280.40	830.40	
TOTAL FOOD SERVICE FUND	79,068.00	62,625.11	51,228.29	27,839.71	11,395.82	

NOTE: Year to date budget is annualized by month or number of pay periods depending on the type of expenditure.

Brown County Children With Disabilities Education Board

*Syble Hopp School
755 Scheuring Road
De Pere, WI 54115*

*Phone: (920) 336-5754
Fax: (920) 336-7262
www.syblehopp.org*

2017-2018 Brown County CDEB Meetings

Meetings are held every third Monday of the month at 3:30 pm in the Favre Room at Syble Hopp School unless otherwise noted.

July 17, 2017

August 21, 2017

September 18, 2017

October 16, 2017

November 20, 2017

December 18, 2017

January 15, 2018

February 19, 2018

March 19, 2018

April 16, 2018

May 7, 2018

June 18, 2018

MINUTES
BROWN COUNTY HOUSING AUTHORITY
Monday, May 15, 2017, 3:30 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

(Note: This is a joint meeting of the Brown County Housing Authority and the Board of Directors of Integrated Community Solutions, Inc.)

BCHA MEMBERS PRESENT: Sup. Andy Nicholson – Chair, Corday Goddard – Vice-Chair, Tom Deidrick, Ann Hartman, and Andy Williams

ICS MEMBERS: Dave Wouters, Kelly Runge, Andrew Dilling, Katie Olbinski, and Jake Dittman

ICS MEMBERS ABSENT: Randall Gast and Lynn Green

OTHERS PRESENT: Cheryl Renier-Wigg, Robyn Hallet, Stephanie Schmutzer, Matt Karney, Matt Roberts, Pat Leifker, Mackenzie Reed-Kadow, Lori DeGrave and Carol Vande Velden

APPROVAL OF MINUTES:

1. Approval of the minutes from the April 24, 2017, meeting of the Brown County Housing Authority. (02:01)

A motion was made by A. Nicholson and seconded by C. Goddard to approve the minutes from the April 24, 2017, Brown County Housing Authority meeting. Motion carried.

ELECTION OF OFFICERS OF BCHA: (02:23)

The rotation of officers was accepted by the commissioners; A. Nicholson to become BCHA Chair, C. Goddard to become BCHA Vice-Chair.

A motion was made by A. Hartman and seconded by T. Deidrick to nominate A. Nicholson as BCHA Chair. No other nominations were made. Motion carried.

A motion was made by A. Nicholson and seconded by A. Williams to nominate C. Goddard as BCHA Vice-Chair. No other nominations were made. Motion carried.

COMMUNICATIONS:

2. Letter from HUD Dated May 1, 2017, of SEMAP Approval. (07:31)

R. Hallet explained that the SEMAP certification is the annual report card submitted to HUD based on the BCHA's internal information. The SEMAP Approval provided in the meeting packet was HUD's response to the submission, recognizing the BCHA as a high performer.

A motion was made by A. Hartman and seconded by C. Goddard to receive and place the 2016 BCHA SEMAP Approval on file. Motion carried.

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program: (08:20)
 - A. Preliminary Applications
P. Leifker reported that for the month of April, there were 123 preliminary applications received.
 - B. Unit Count
The unit count for the month of April was 3,137.

- C. Housing Assistance Payments Expenses
The April HAP expenses totaled \$1,363,262.

- D. Housing Quality Standard Inspection Compliance
There were a total of 406 inspections, of which 175 passed the initial inspection, 77 passed the reevaluation, 120 resulted in a fail and 34 were no shows.

- E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
P. Leifker reported on data through May 2017. There were 298 port outs with an associated HAP expense of \$272,197. ICS was underspent by \$12,793.85 and the FSS program was underspent by \$2,990.66.

A. Hartman and A. Williams expressed concern over a growing trend of port outs over the last several months. P. Leifker asserted that it was less of a trend as the number of port outs by month has been steady between 270 and 300. Historically, the number of port outs is trending upward, but recently, the number of port outs is consistent.

A. Nicholson inquired where the port outs are going to. P. Leifker acknowledged he did not have the information on hand, but has it available. A. Nicholson asked if the locations of port outs could be addressed in the June meeting and P. Leifker accepted.

- F. Family Self-Sufficiency Program (client count, participation levels, new contracts, graduates, escrow accounts, and homeownership)
M. Reed-Kadow reported there were 89 program participants in the FSS program. Of that number, 48 are at level one, 18 in level two, 12 in level three, and 11 in level four. There was one new contract signed, no graduates, 38 open escrow accounts, and 52 homeowners. She proceeded to share a success story of one of the program participants.

- G. VASH Reports (new VASH and active VASH)
There were no new VASH clients and 27 active participants in the VASH program.

- H. Langan Investigations Criminal Background Screening and Fraud Investigations
For the month of April, there were 12 new investigations assigned, 10 previous investigations were closed, and seven remain active. There were 49 applications processed by Langan. Of the 17 fraud investigations in April, 14 occurred in Green Bay and one each in Ashwaubenon, De Pere and Howard.

4. ICS's Annual Report for 2016. (13:50)

M. Roberts provided the print copy of the ICS Annual Report to the commissioners, allowing them time to read through it. M. Roberts made a note of emphasis on where ICS' residents are in Brown County. Whereas in 2013 the percentage of those living within downtown Green Bay census tracts was 19.48 percent, at the end of 2016 this number was 18.05 percent. Deconcentrating the "near downtown" area is an ongoing focus for ICS. A. Nicholson inquired if because of this decrease, where are the residents from near downtown going. M. Roberts responded with the residents are moving subtly across the city and county, with no significant change to any one area.

OLD BUSINESS:

None

NEW BUSINESS:

- 5. Consideration with possible action on goals and mission of the BCHA and ICS, as well as general discussion regarding the state of the HCV Program in Brown County. (18:04)

A. Hartman expressed concern over the large amount of port outs from the county and asked if there was anything ICS could do to help curb this issue. K. Runge noted that ICS has been proactively looking into the issue and has been trying to develop solutions, even though they are already doing everything they can. M. Roberts addressed funding stabilization. At times of massive lease ups and HUD providing more funding, the waiting list is more quickly depleted and residence preferences can be gone through quicker. Those lower on the preference list tend to be those who are more likely of porting out. A large majority of the money being spent on port outs is on those who have already moved out and ICS continues to pay for their rental assistance. When ICS has stable funding, the top preference of elderly, disabled, veterans, and homeless is primarily served, which are not the groups most likely to port out.

P. Leifker noted there were 139 applications received in May 2015. In June of 2015, HUD suggested to the BCHA to deplete the entire waiting list. Roughly 300 persons were removed from the list and invited to receive a voucher, due to the BCHA being in an "under-utilized state". This caused a spike of over 100 applications in June of 2015 and continued a trend of 200-plus applications per month until relatively recently: it took a year and a half to offset the number of applications being received.

A. Nicholson expressed interest in how ICS is proactively attacking the port out issue. M. Roberts stated the amount of documentation needed in order to become eligible was clarified to combat this. P. Leifker noted that ICS has been in contact with HUD OIG in the last 12 months to question the validity of documents received from applicants and is waiting on HUD's response. Being able to spot red flags is something ICS is actively working on.

D. Wouters noted that the BCHA and ICS need to take advantage of every opportunity possible to strengthen the FSS program. The growth of the program can be very beneficial to the mission and goals of both groups. R. Hallet stated that the FSS Graduation Ceremony, typically in November, can be a meaningful way for commissioners of both boards to support the FSS program

C. Renier-Wigg called attention to the goals for the BCHA and ICS, with curiosity if there are common goals that could involve further collaboration. R. Hallet stated that the goals listed in the meeting packet for the 2017 PHA Annual Plan are goals geared towards the program as a whole. C. Renier-Wigg was curious if the BCHA and ICS could work together to create goals, as the BCHA needs ICS to function and vice versa. There is potential for collaboration on goals before the budget is decided in November.

A. Nicholson suggested having semi-annual meetings to discuss goals to promote communication. T. Deidrick further suggested that a meeting should occur before the release of the budget, in October. A. Nicholson agreed. A. Nicholson and T. Deidrick inquired about ICS' position on meeting semi-annually and before the budget. A. Dilling noted that it would be helpful for the ICS board to have an idea of what the BCHA wants them to work on in advance. T. Deidrick expressed interest in knowing the processes which ICS will use to tackle certain issues, such as bad landlords. K. Runge suggested using stagnant funds from the BCHA to promote useful programs such as FSS.

A. Nicholson inquired about the landlords that are not meeting expectations and what is being done about them. C. Renier-Wigg stated that City staff is in discussions about this with BCHA and ICS staff. The situation is being investigated and will be reported out at a future meeting.

A. Nicholson expressed interest in increasing voucher utilization to 98 percent, emphasizing port outs. P. Leifker stated that the current voucher utilization rate is 92.4 percent. P. Leifker noted that PHAs with 98 percent receive full credit in SEMAP scoring, 95 percent receive partial credit, below 95 percent receives no credit. HAP utilization was in excess on the last SEMAP certification allowing for the BCHA to reach 98 percent overall. R. Hallet admitted that the goal A. Nicholson was referring to should be reworded to include both HAP and voucher utilization to reach a 98 percent grade overall.

T. Deidrick reinforced the idea of the boards communicating semi-annually. R. Hallet agreed and suggested that a spring and a fall meeting could help with gauging progress and promoting better goalsetting. T. Deidrick and A. Nicholson suggested having a meeting in June or July for progress update and prepare the commissioners for collaboration in October.

A. Dilling inquired about the stagnant funds mentioned prior. R. Hallet explained that these funds were received previously and are currently funding inactive programs. C. Renier-Wigg suggested that these funds could be used for a program to facilitate homeownership, for example.

A motion was made by C. Goddard and seconded by A. Williams to receive and place on file the possible additional collaboration between the BCHA and ICS boards. Motion carried.

6. Consideration with possible action on approval of Passbook Savings Rate. (43:22)

R. Hallet explained the Passbook Savings Rate. A. Nicholson asked what would happen if the maximum rate of 0.81 percent was used. R. Hallet stated that families would be considered to have a higher income if their assets were in excess of \$5,000, adversely affecting their rent calculation. However, only a slight few of families receiving assistance from the BCHA have large enough assets to be affected.

A motion was made by T. Deidrick and seconded by C. Goddard to accept and maintain a Passbook Savings Rate of zero percent. Motion carried.

BILLS AND FINANCIAL REPORT:

7. Consideration with possible action on acceptance of BCHA bills. (46:48)

A. Nicholson questioned the BCHA's use of VandeCastle as their attorney. S. Schmutzer explained that normally, legal services would go through Corporation Council, but the BCHA needs legal representation for court matters in a timelier manner than Corporation Council typically has been able to provide and VandeCastle has been the long-time option.

A motion was made by T. Deidrick and seconded by A. Hartman to accept the April BCHA bills. Motion carried.

8. Consideration with possible action on acceptance of BCHA financial report. (48:29)

S. Schmutzer shared that the financials are in a favorable position thus far for the year. Also, the goal for collecting all fraud recovery money with TRIP was met during the month, totaling over \$42,000 collected.

A motion was made by C. Goddard and seconded by A. Williams to accept the BCHA financial report. Motion carried.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

9. Date of next BCHA meeting: June 19, 2017. (51:35)

R. Hallet reminded the commissioners that the Risk Management section of the Lead the Way training would be discussed during next month's meeting.

A motion was made by A. Hartman and seconded by C. Goddard to adjourn at 4:22 p.m. Motion carried.

MAK: RAH

Minutes
BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE
Monday, March 13, 2017
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:15 a.m.

ROLL CALL

Mary Brick (Syble Hopp School)	_____	Sandy Popp (Options for Independent Living)	_____ x
Diana Brown (Curative Connections)	_____	Cole Runge (BC Planning Commission/Green Bay MPO)	_____ x
Vinny Caldara (MV Transportation)	_____	Mary Schlautman (ADRC of Brown County)	_____ x
Corrie Campbell (BC Board of Supervisors)	_____ x	Julie Tetzlaff (Cerebral Palsy Inc.)	_____
Brandon Cooper (Oneida Nation)	_____	Lisa Van Donsel (ADRC of Brown County Board)	_____
Mallory Cornelius (ASPIRO)	_____	Derek Weyer (Wisconsin DOT NE Region)	_____
Pat Finder-Stone (Citizen Member)	_____ Exc	Tina Whetung (Curative Connections Trans. Program)	_____ x
Patty Kiewiz (Green Bay Metro)*	_____ x	Genny Willemon (BC Human Services)	_____
Greg Maloney (Lakeland Care District)	_____ Exc	John Withbroe (Green Bay Transit Commission)	_____
Linda Mamrosh (Citizen Member)	_____ x	Vacant (BC Executive Department)	_____

Others Present: *Essie Fels for Patty Kiewiz, Lisa J. Conard, and Jennifer Hallam-Nelson

C. Runge opened the meeting at 10:15 a.m.

ORDER OF BUSINESS

1. Approval of the December 5, 2016, TCC meeting minutes.

C. Campbell requested a minor modification to the minutes. Page 6 of the draft minutes will be changed to read: C. Campbell stated that she wants to see the Mobility Coordinator and Travel Trainer focusing efforts in the rural area in addition to the urban area.

A motion was made by T. Whetung, seconded by M. Schlautman, to approve the December 5, 2016, TCC meeting minutes as modified. Motion carried.

2. Introduction of Specialized Transportation Mobility Coordinator Jennifer Hallam-Nelson.

C. Runge introduced Jennifer Hallam-Nelson.

J. Hallam-Nelson stated that she is excited be the Mobility Coordinator. J. Hallam-Nelson noted relevant experience stating that she had been the director of the transportation program at Red Cross (now Curative Connections¹), had been involved in the literacy council, has two years of experience with Green Bay Metro as a dispatcher, and has established relationships within the community.

Committee members welcomed Jennifer.

L. Mamrosh offered J. Hallam-Nelson her assistance as it relates to navigating transportation systems as a visually-impaired person who uses technology and a guide dog.

¹ Discussion under this item is in regard to the transportation program offered by Curative Connections as of July 1, 2015. Prior to this date, the service was provided by the Lakeland Chapter of the American Red Cross. The program offers demand-response transportation services to seniors and qualifying individuals with disabilities with use of a small-medium bus, van, or sedan.

C. Runge stated that the members of the TCC will be good resources for J. Hallam-Nelson.

C. Campbell asked about other Mobility Management programs in Wisconsin.

S. Popp stated that most surrounding counties already have one.

L. Conard noted that there are over 50 recognized mobility management programs in the state.

J. Hallam-Nelson stated that she has had conversations with several mobility managers over the last year. J. Hallam-Nelson also noted that she and Pam Push, Mobility Manager for Door County, worked together a number of years ago to establish a transportation program in Door County.

3. Round robin discussion about specialized transportation services in Brown County.

C. Campbell asked about the relationship between the local mobility coordinator and MTM² as it relates to complaints about MTM.

C. Runge noted that mobility manager programs are not the go-to for complaints about MTM's service.

Members of the committee stated that they often deal with client complaints regarding MTM but there is not a local central database for such complaints. S. Popp noted that she, like others, encourages her clients to report complaints directly to MTM (MTM's *We Care* number is 1-866-436-0457).

C. Campbell stated that is like "the fox guarding the hen house".

S. Popp agreed and noted that advocates have tried unsuccessfully to get an independent ombudsman for years. The Wisconsin Department of Health Services (DHS) has not moved forward with hiring an ombudsman to independently monitor MTM's performance.

C. Campbell would like to document local complaints against MTM so that she has data to bring forward to state legislators. C. Campbell would like to see the program regionalized, with the Brown County area being the pilot. C. Campbell stated she is working with State Representative John Nygren on this issue.

C. Runge stated that it appears that MTM is meeting the terms of its current contract with DHS, and a way to improve MTM's performance may be to have state legislators direct DHS to strengthen the contract's performance requirements.

S. Popp noted that the contract between DHS and MTM expires in August 2017 and that she and many other advocates would like to see some changes in the next contract.

S. Popp noted that Options for Independent Living staff will be meeting with state legislators and legislature staff members on behalf of its 17 county area this Thursday in Madison.

² MTM is the private transportation broker hired by the Wisconsin Department of Health Services to coordinate Non-Emergency Medical Transportation (NEMT) services for qualifying Medicaid and BadgerCare Plus clients.

L. Mamrosh noted that when she calls MV to schedule a trip through Green Bay Metro's Paratransit Program³ she is asked by the call taker "when do you want to be picked up?" not "when do you want to reach your destination?". At the last meeting, Vinny Caldara, MV Manager, stated that all call takers should be asking clients the latter. E. Fels agreed to follow-up with Vinny Caldara.

L. Mamrosh noted that it is difficult for her to walk/navigate through roundabouts as a visually-impaired person.

C. Runge stated that he appreciates L. Mamrosh's perspective and that the safe navigation of roundabouts by visually-impaired pedestrians is an issue that has been discussed for many years. He noted that one of the reasons roundabouts have been built in school zones, neighborhoods, and elsewhere in Brown County is for pedestrian safety. Since the first Brown County roundabout opened in 1999, there has been only one reported pedestrian crash at all of the roundabouts in the county. On the other hand, there are many reported pedestrian crashes at intersections controlled by traffic lights and stop signs each year.

L. Mamrosh noted that she lives in De Pere and is troubled by the time it takes to clear snow from sidewalks/curb cuts as this impedes her ability to live independently. It is also difficult to reach a bus stop or cross the street when snow is not cleared. When snow is not removed in a timely manner, individuals like herself who qualify for paratransit may have to schedule a paratransit trip (which is expensive for the system) in lieu of taking the bus (which adds no additional cost to the system).

It was noted that De Pere businesses have 48 hours after an event to clear the snow.

C. Campbell suggested a media campaign similar to the campaigns fire departments use to promote snow clearance from fire hydrants. C. Campbell stated that she would contact local media and L. Mamrosh agreed to be part of the effort.

C. Runge noted that that the Brown County Planning Commission encourages communities to have developers construct their buildings near sidewalks with parking to the side or rear, and to construct uninterrupted walkways between sidewalks and building entrances so people don't have to walk or maneuver mobility devices through large parking lots.

Members of the committee discussed how the Festival Foods location in De Pere is difficult for persons with disabilities to reach because of the large parking lot between the sidewalk and store entrance. However, the Shopko in De Pere is easy to reach because the bus drops passengers off next to the store entrance.

L. Mamrosh noted that the automated bus stop and transfer announcements on Green Bay Metro buses are appreciated.

Members present thanked L. Mamrosh for bringing these issues to the attention of the committee.

C. Runge noted that G. Maloney is excused from the meeting but forwarded three comments:

- The Lakeland Care District is now Lakeland Care, Inc. as it has transferred from a government to private non-profit organization. Lakeland Care, Inc. is a Managed Care

³ Discussion is in regard to the paratransit program offered by Green Bay Metro to qualifying clients under contract with MV Transportation, a private transportation company.

Organization or MCO.

- Please offer explanation as to why Green Bay Metro does not drop off Goodwill Industry employees closer to the door, particularly the Goodwill location on Brosig Street.
- There are two street signs near University Avenue and Curry Lane that read NEW Curative that need to be changed to read Curative Connections.

E. Fels noted that businesses typically do not want buses using their private roads/parking lots because of the perception that buses break down pavement.

L. Conard noted that bus shelter placement is also an issue. Oftentimes Metro staff would like to install a shelter at a particular location knowing that it would be beneficial to clients. However, the property owner (business or other) may not allow Metro to do so.

E. Fels noted that even if an entity is in agreement with routing or a shelter, it can take a long time as the entity may be slow to initially agree and complete the process.

4. Other matters.

The tentative meeting schedule for 2017 is as follows:

Monday, June 12, 2017
Monday, September 11, 2017
Monday, December 4, 2017

Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:15 a.m.

5. Adjourn.

C. Runge closed the meeting at 11:30 a.m.